

# WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: **COUNTY FACILITIES**

DATE: JUNE 26, 2007

**Committee Members Present:**

Supervisors Haskell  
O'Connor  
F. Thomas  
Champagne  
VanNess  
Geraghty  
Girard

**Others Present:**

William Lamy, Superintendent, Dept. of Public Works  
Frank Morehouse, Superintendent, Buildings & Grounds  
William H. Thomas, Chairman of the Board  
Hal Payne, Commissioner of Administrative & Fiscal  
Services  
Joan Sady, Clerk of the Board  
Patricia C. Nenninger, 2<sup>nd</sup> Assistant County Attorney  
Supervisor Gabriels  
Supervisor Belden  
Supervisor Bentley  
Supervisor Merlino  
Supervisor Stec  
Fred Austin, Building Project Coordinator  
Catherine Johnson, Tourism Director  
Marvin Lemery, Fire Prevention & Building Code  
Administrator  
Debra L. Schreiber, Legislative Office Specialist

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Mr. Haskell called the meeting to order at 10:21 a.m.

Motion was made by Mr. Geraghty, seconded by Mr. F. Thomas, and carried unanimously to approve the minutes of the previous meeting, subject to correction by the Clerk.

Privilege of the floor was extended to William Lamy, Superintendent, Department of Public Works, who distributed copies of his agenda packet to members of the Committee, a copy of which is on file with the minutes.

Commencing with Item 2(a), Mr. Lamy reported that based upon an evaluation performed by Fountain Forestry, Inc. of County property, they determined logging was not a profitable venture at this time. In response to an inquiry by Mr. Champagne, Mr. Lamy replied that Up Yonda Farm, located in the Town of Bolton, was restricted to primitive harvesting techniques (horse logging). After a brief discussion, the Committee members agreed to supply Mr. Lamy with the names of some local horse loggers to perform such educational services at Up Yonda Farm.

Continuing on with Item 2(b), Frank Morehouse, Superintendent of Buildings & Grounds, suggested relocating the Fire Prevention and Building Code Enforcement Department to the Old Communications Room, Office and Locker Room area, as depicted in the schematic attached to the agenda. After consulting with Mr. Morehouse, Mr. Lamy suggested identifying the priorities as the plans did not accommodate the needs of that Department. Mr. Morehouse discussed moving Fire Prevention, the Office of Emergency Services (OES) and Civil Defense into the W.I.C. (Women's Infant &

Children) building and to leave the Building Codes Department in their current location.

A general discussion ensued amongst the Committee members relative to the number of employees and office equipment needed to accurately access the space required. Marvin Lemery, Fire Prevention & Building Code Administrator, commented he would need sufficient space to accommodate at least four and possibly five employees, as well as storage for Hazmat and Homeland Security, all comprising the new Office of Emergency Services. Prior to making any recommendation, Mr. Champagne stated it would be helpful to know the number of employees and budget assigned to this Department.

Motion was made by Mr. Geraghty, seconded by Mr. VanNess and carried by majority vote authorizing the newly established Office of Emergency Services, which included the Department of Natural Disaster & Civil Defense, as well as the Fire Coordinator and staff, to be located in the Old Sheriff's Communications Center. Mr. Champagne abstained due to a lack of information.

Hal Payne, Commissioner of Administrative & Fiscal Services, queried whether the location of this Department would necessitate building a new handicapped accessible entrance and Mr. Lamy responded the current entrance with the magnetometer would be sufficient.

A brief discussion ensued.

Continuing on with Item 3(a), Mr. Lamy updated the Committee relative to a meeting with Chairman Wm. Thomas, Joan Parsons (former Commissioner of Administrative & Fiscal Services), representatives from the NYS Department of Transportation (DOT) and himself, who agreed to have the NYS Office of General Services (OGS) prepare a report and tentative budget associated with improvements to the Exit 18 Rest Area on Interstate 87. He said it was his further understanding there was some cost-sharing from Warren County but he did not have the specific breakdown.

Mr. Lamy explained the current plan offered two options. He said Option 1 included enclosing the courtyard area with a proposed budget of \$280,000, while the enclosed area depicted on Option 2 was considerably larger and had an estimated cost of approximately \$323,000. At this time, he stated, DOT was seeking input from Warren County relative to their preference between the two options and their cost-sharing amount. Mr. Haskell suggested referring this matter to the Tourism Committee for their consideration. Mr. VanNess said he was concerned about the shared costs to Warren County.

Mr. Haskell asked that Kate Johnson, Tourism Director, be invited to attend this meeting.

Mr. Belden entered the meeting at 11:46 a.m.

Continuing on with Item 3(b), Mr. Morehouse informed the Committee they currently utilized several contractors pertaining to pest control services and it was his recommendation that they be incorporated under one contract. He requested permission to submit either an RFP (request for proposal) or bid combining all pest control services under one contract that would become effective next spring.

Motion was made by Mr. VanNess and seconded by Mr. Geraghty approving the request as outlined above.

Mr. Girard queried whether Mr. Morehouse would separate the pest control services performed on trees from the other pest services, since there was only one company who performed those services on trees and Mr. Morehouse responded he may have to.

After discussion, Mr. Haskell called the question and the motion was carried unanimously as outlined above.

Relative to Item 3(c), Mr. Morehouse indicated there were prior discussions about supplying townships with photo identification tags for a minimal cost of \$1 per tag. He said he was recently contacted by Westmount Health Facility relative to their need for identification tags and he asked the Committee to approve the same \$1 fee per tag. The general consensus of the Committee agreed to the \$1 photo identification tag fee.

Mr. Haskell reminded the Committee about the Special Meeting of the Board of Supervisors scheduled for Friday, July 6, 2007 at 9 a.m. He noted the purpose of the meeting was to review the four options for the Health and Human Services Building prepared by Clark Patterson Associates and Bovis Lend Lease. In response to an inquiry by Mr. Geraghty, Mr. Morehouse apprised that Jon Norris of Clark Patterson Associates was working on the asbestos study, as well as obtaining a proposal for the demolition of the old jail. As far as the radon testing, Mr. Morehouse commented he was contacted by Rist Frost, who requested additional drawings.

Chairman Wm. Thomas and Kate Johnson entered the meeting at 10:55 a.m.

Mr. Haskell apprised Ms. Johnson that he recommended the Interstate 87 Exit 18 Rest Area Upgrade (Item 3(a) of the agenda) be referred to the Tourism Committee for their consideration. While there were previous discussions relative to enhancing the facility, Mr. Lamy commented this was the first design phase that had been completed.

After a quick review of the schematics, Ms. Johnson remarked the current location needed to be more user friendly, such as what was constructed in Clifton Park. She asked if the upgrade included a New York State Police Substation, which she thought was considered at one time; however, there was nothing noted on the plans that were submitted. She said she would favor Option 2 over Option 1 based on the nominal cost difference for the additional space. In response to an inquiry by Mr. Haskell, Ms. Johnson said she did not believe this facility would be staffed 24 hours a day; however, information would be available in the centrally located kiosk area. Ms. Johnson apprised the Committee they currently leased from the NYS Department of Transportation and subleased to HA-PE-DE, Inc., who staffed the facility and displayed the Tourism products free of charge. She noted their lease would expire in March of 2009.

Mr. VanNess queried what percentage Warren County would contribute towards the renovations of the Exit 18 Rest Area. Mr. Wm. Thomas replied he recalled the site visit and discussions surrounding the Rest Area improvements, although he did not remember a specific percentage or amount. Perhaps Option 3 to consider would be to bond the project, suggested Mr. Belden. Based upon that visit, Mr. Lamy remarked that DOT hired OGS to prepare a report for all the utilities. Ms. Johnson asked if she were to assume the cost included all the cabinetry, furniture and displays in the rotunda and Mr. Lamy

responded he was unsure but he thought DOT was only providing the structure. In addition, she said, if her department renewed their sublease with HA-PE-DE, Inc., she would need to request an increase to the Tourism budget for staffing, office supplies, utilities, et cetera.

Motion was made by Mr. VanNess, seconded by Mr. F. Thomas and carried unanimously that the Exit 18 Rest Area Upgrade be referred to the Tourism Committee for consideration. (*See minutes from the June 27, 2007 meeting of the Tourism Committee.*)

Mr. VanNess complimented Mr. Morehouse and his Department on their grounds keeping work around the Warren County Municipal Center.

Ms. Nenninger requested an executive session in order to discuss matters relating to the proposed acquisition, sale or lease of real property; and motion was made by Mr. VanNess, seconded by Mr. Champagne, and carried unanimously, that executive session be declared pursuant to Section 105(h) of the Public Officers Law.

Executive session was declared from 11:03 a.m. to 11:17 a.m.

Committee reconvened.

Pursuant to executive session, motion was made by Mr. VanNess, seconded by Mr. Girard and carried unanimously to authorize the sale of Tax Map Parcel 288-1-62 owned by Warren County for a minimum bid of \$1.3 million based on research and approval by the County Attorney. The necessary resolution was authorized for the July 20, 2007 Board Meeting.

There being no further business to come before the Committee, on motion by Mr. Geraghty and seconded by Mr. Girard, Mr. Haskell adjourned the meeting at 11:19 a.m.

Respectfully submitted,  
Debra L. Schreiber, Legislative Office Specialist